



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Mark Johnson, *Superintendent of Public Instruction*

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MEMORANDUM

TO: Directors, Exceptional Children Programs
Lead Administrators, Public School Units

FROM: Sherry H. Thomas, Director *SHS*

DATE: September 26, 2019

GUIDANCE ON RELATED SERVICE PROVIDER DOCUMENTATION

Per a July 2019 memo, NC DPI has prepared a webinar to support related service provider documentation for a variety of service plan types. The guidance, in the form of a recorded webinar, is provided as an overview of documentation standards. Content informed by licensure and professional standards of practice for documentation in School Psychology, School Nursing, Occupational Therapy, Physical Therapy, Speech-language Pathology, and Audiology are reviewed in the webinar. In addition, the best practices shared in the webinar are inclusive of documentation of services to students with Individual Education Programs (IEPs), Individual Healthcare Plans (IHPs), Section 504 plans, and Behavior Intervention Plans (BIPs). The guidance applies to all practitioners serving students under one of these plan types, including contracted providers.

[Webinar - Related Service Provider Documentation](#)

[Webinar Companion Materials - Related Service Provider Documentation](#)

Questions about the information and/or resources provided through the webinar can be directed to the appropriate consultant:

Sherry Vernelson, Audiology – sherry.vernelson@dpi.nc.gov

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